INTRODUCTION TO PROJECT WORKBENCH^{TM} (WINDOWS)
TWO DAYS

Description

The course uses lecture techniques to emphasize the features of the tool. Each lecture is immediately followed by a laboratory session to provide extensive student hands-on practice with the tool. A standardized case study showcases the project management principles of planing, estimating, scheduling, refinement, tracking, analysis, and reporting. To test for proper absorption of the course material, each student takes a project of their own design through the chief components of the tool.

Topics

- Definitions
- Views
- Case Study Background-Creating a New Report
- The Work Breakdown Structure (WBS)
- Assigning Resources
- Dependencies
- Using the Automatic Scheduler (Autoschedule)
- Constricting and Cataloging Views
- Reality Check
- Baselining
- Tracking (Inputting Actuals)
- Wrap Up

Audience

Intended for those individuals who need introduction and guidance into the operation of Project Workbench at the beginner's level.

Prerequisites

Hands-on experience with Windows Operating environment Version 3.1 and knowledge of basic project management principles and techniques.